

FULL BOARD MEETING CONFERENCE CALL MINUTES
of the
BOARD OF NURSING HOME ADMINISTRATORS
301 S PARK AVE, SMALL CONFERENCE ROOM, HELENA, MT
12:04 PM – 12:29 PM
SEPTEMBER 30, 2019

1. Call to Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00)

The meeting was called to order at 12:04 p.m.

Board Members Present by Phone:

Ms. Kathryn Beaty, Nursing Home Administrator - Chair

Mr. Tom Klotz, Nursing Home Administrator - Secretary/Treasurer

Mr. Ryan Tooke, Nursing Home Administrator

Ms. Sylvia Moore, Public Member

Board Members Not Present:

Ms. Carla Nieman, Institution with Care of Chronically Ill or Aged – Vice Chair

Board Staff Present:

Ms. Linda Grief, Executive Officer

Ms. Darcee More, Board Counsel

Ms. Susan Asplund, Administrative Specialist

2. Approval and Tentative Modification of Agenda Order (01:09)

Motion (02:21): Ms. Sylvia Moore moved to approve the agenda as modified to discuss agenda item 5.b. under Board Action first. Mr. Tom Klotz seconded. The motion carried unanimously.

3. Review Minutes – April 25, 2019 (03:08)

4. Public Opportunity to Comment (03:32)

The Presiding Officer read the public participation statement. There was no public present to comment.

5. Board Action -

a. NAB Annual Meeting – June 12-14, 2019 – Carla Neiman (13:44 and 18:20) The members thanked Ms. Neiman for her report on the NAB annual meeting.

b. NAB Mid-Year Meeting November 13-15, 2019 – Las Vegas, NV – Board Motion (04:27)

Motion (09:01): Ms. Sylvia Moore moved to send Ms. Kathryn Beaty to the NAB Mid-Year meeting November 13-15, 2019. Mr. Ryan Tooke seconded. The motion carried unanimously.

Motion (12:56): Mr. Tom Klotz moved to send Ms. Sylvia Moore as an alternate to attend the NAB Mid-Year meeting in November 13-15, 2019, if Ms. Kathryn Beaty is unable to attend. Mr. Ryan Tooke seconded. The motion carried unanimously.

c. Continuing Education Audit % - Board Motion (14:05)

Motion (14:37): Mr. Tom Klotz moved to continue to audit 10% of licensees for continuing education. Ms. Sylvia Moore seconded. The motion carried unanimously.

d. Continuing Education Provider List - Board Review (15:17)

Motion (16:43): Mr. Tom Klotz moved to accept the current list of continuing education providers and make no change. Ms. Sylvia Moore seconded. The motion carried unanimously.

e. Scheduling of Next Meeting (17:25) – Possibly in March, 2020.

6. Adjourn (24:35)

The meeting adjourned at 12:29 p.m.